

A · HANDBOOK · FOR MULTILINGUAL LIBRARY SERVICE



Arabic
Chinese
Cree
Czech
Dutch

Gujarati
Hindi
Hungarian
Icelandic
Italian
Japanese
Lithuanian
Norwegian
Ojibwe
Polish
Portuguese
Punjabi
Russian
Scottish Gaelic
Slovak
Spanish
Swedish
Ukrainian
Urdu
Vietnamese
Welsh

Alberta

CULTURE AND MULTICULTURALISM

A · HANDBOOK · FOR MULTILINGUAL LIBRARY SERVICE


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CULTURE AND MULTICULTURALISM



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A Handbook for
Multilingual Library Services

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MULTILINGUAL LIBRARY SERVICE HANDBOOK

Overview

The population of Canada is made up of people from a number of strikingly varied backgrounds. Since before the turn of the century, people from various parts of the world have been choosing Canada as their new home, and since the 1960's the number of people settling in Canada has increased at a great rate. Such has been the impact of immigration, that in 1971 the government of Canada instituted a policy of multiculturalism which recognized the diversity in the makeup of the Canadian population. Soon after, the National Library of Canada created the Multilingual Biblioservice division in response to repeated requests from librarians from across the country for material in non-official languages. There was a need to provide library services to Canada's numerous ethno-cultural communities, to enable those communities to preserve and develop their heritage languages and cultures.

The population of Alberta has reflected the immigration of people to Canada as a whole, and now between seventy and eighty different ethnic groups are represented in the province. From the original diversity of Alberta's nine Indian tribes, the population first expanded to include French, British and later American traders. At the turn of the century there was a rapid influx of people from Eastern Canada, Great Britain and the United States. This solidly Anglo-Canadian base was later diversified by the arrival of German, Scandinavian, and Central and Eastern European immigrants. Following each of the two world wars more European immigrants arrived, and in the late 1960's, with the liberalization of Canada's immigration laws, people from India, Indo-China, and countries around the world began settling in Alberta. The government of Alberta recognized the multicultural nature of the province's population by passing the Alberta Cultural Heritage Act in 1984.

Over the years, the need to provide library material in languages other than English for the various ethno-cultural groups in Alberta became apparent, and as a result, in 1978 Alberta joined the Multilingual Biblioservice of the National Library of Canada, and established a system of province-wide distribution of books that were received from Ottawa. At the same time, the province started purchasing and maintaining a collection of books in French, and in other languages which were not provided by the National Library. The collection, which numbered 7,493 volumes in 25 languages in 1979, has steadily grown over the years, and circulation increases yearly. In 1985, Alberta Culture and Multiculturalism's Multilingual Biblioservice (or AC and M's MBS) had a collection of 48,759 volumes in French and 29 other languages, and during the year 29,660 volumes were loaned to public libraries in Alberta.

Under the Alberta Libraries Act, each library in Alberta is required to have its own policy with regard to the provision of materials in languages other than English. Each library also keeps its own statistics for circulation of multilingual material, whether library-owned or borrowed from AC and M's MBS. Though statistics often dictate the fate of individual library services, poor circulation or limited in-house use of materials in languages other than English should not automatically mean that the service is not needed or wanted. Some extra effort could result in gaining patrons for the library who derive a great deal of comfort and pleasure from being able to find or request books in languages other than English.

The following pages of this handbook provide some suggestions on how to establish, publicize and promote a multilingual library service for the public.

Chapter I

Introduction

A. What is Multilingual Library Service?

Multilingual library service, in its simplest terms, is a service which provides library materials in a language or languages other than English. Depending on the personnel and resources available, it could expand to include reference service and the provision of programs in the language or languages predominant in the community.

B. Why do we need Multilingual Library Service?

Libraries have an obligation to serve all the people in the community.

- "new Canadians" face new situations, with problems which libraries can help to alleviate by providing information needed, a welcoming atmosphere, and a chance to keep their linguistic and cultural identity.
- The Canadian-born need to be able to investigate the heritage of their ancestors.
- All people should have access to material and information to provide a better understanding of the needs and values of people from all ethno-cultural backgrounds.

C. What is the Service For?

The service is provided for people of varied economic, educational and social backgrounds of all age levels, who wish to read material in a language other than English for one or more of the following reasons:

- do not read English
- want to stay in touch with the country or language of origin
- want to get back to their roots after many years in Canada
- want to learn how to read the language
- need information about cooking, crafts, history, or any other subject

Chapter II

Needs of the Community

A. Needs Assessment

To determine what material, in which languages, should become part of a library's collection, a needs assessment should be carried out. This could be done formally or informally, to determine what material is available and what is required by the community. It is not a one-time endeavour, but must be a continuing study of the changing face of the ethno-cultural community. This assessment should be a part of the overall needs assessment, which then evolves into a plan for "comprehensive and efficient services" to be provided by the library, as stated in the Alberta Libraries Act and Regulations. Alberta Culture and Multiculturalism's Library Services has produced a handbook to assist library boards and librarians in assessing the needs of the community. The "Needs Assessment Handbook", which has been widely distributed to libraries in Alberta, may be obtained by calling the Library Services Branch at 427-2556.

B. Sources of Information

One way of assessing the need for multilingual material is by gathering information regarding the ethnic breakdown of the community. What language groups are represented? How big is each segment of the ethno-cultural community? What is the age breakdown? What educational levels are represented?

Information may be obtained from various sources, such as:

1. Federal Census - The census profile on each village, town, county, municipal district, or improvement district contains data regarding the numbers of people living in the area who indicated a certain language as being their "mother tongue", that is, the "first language learned in childhood and still understood by (the) individual".
2. Local Surveys - Government departments, planning commissions, and community organizations have completed many studies and plans which could give useful information about the composition of the community. The municipal office would have this information.
3. Newspaper Files - Newspapers maintain files which contain information regarding various aspects of the community. Community leaders as well as the ethno-cultural groups in the community may be identified.

4. School Districts - Information can be gathered on the languages being taught in school, as well as adult education classes offered. Numbers of students involved, age breakdowns and reading levels are valuable pieces of information.
5. Ethno-Cultural Clubs - Information on language groups represented in the community, numbers of people involved, age breakdown and reading interests may be obtained from club leaders or individual members. The local newspaper would be a source of information on club activities.
6. Agencies - Information on the presence of ethno-cultural groups in the local area can be obtained from agencies such as immigrant agencies, English as a Second Language groups, and volunteer groups.
7. Churches - Various language groups can be identified, possibly with numbers of people and age breakdown involved. Classes in language-learning and/or cultural activities (dancing, singing) can be identified.
8. Individuals - Individual patrons in the library could provide information on contacts in the community, on shut-ins, on informal community groups. This information could lead to more formal investigation.

Once information is gathered for the community profile, the needs of the community can be identified. Library services should then be examined to see if the needs identified in the needs assessment are being met.

Chapter III

Establishing Collections in Languages Other Than English

Material for the multilingual collection may be acquired in various ways. It may be borrowed, bought or acquired through donation. A statement regarding the method of acquisition could be included in the library's policies.

A. Will Non-English Material be Borrowed?

Borrowing is preferred to buying by most libraries, since the numbers of people reading non-English material are often small.

1. What are the sources for borrowing?

- a) Alberta Culture and Multiculturalism (AC and M) Library Services - Catalogues of all multilingual material in the collection are available on request. There is a separate catalogue for each language, and all catalogues are for the use of librarians and patrons. (See Appendix B)
- b) Interlibrary Loan - Any specific title which is not in AC and M's MBS (Multilingual Biblioservice) collection may be requested through interlibrary loan.

2. What are the Advantages and Disadvantages of Borrowing?

a. Advantages

- No budget allocation is required.
- New, fresh material is available on request.
- No maintenance (rebinding, etc.) of the collection is required.
- Changes in population breakdown are easily accommodated.
- No sources for purchasing need to be established.
- The difficulty faced by the librarian in acquiring material in a language with which (s)he is unfamiliar is minimized.
- There is no cataloguing or processing to be done.

b. Disadvantages

- Specific title requests may not be filled immediately.
- There may be a time lag between request and fulfillment due to mail/courier delays.
- Certain types of materials are not available to borrow, such as audio-visual material.
- Selection is made from an established collection rather than from catalogues of the entire output of publishers.

- Material supplied to fill subject requests may not be satisfactory.
- AC and M's MBS has a collection of French and 30 other languages, therefore some languages are not represented.

B. Will Non-English Material be Bought for the Collection?

Based on information gathered while doing a needs assessment, the decision to buy material might be made. Various factors should be considered before purchasing.

- How many people are there in the community who could use multilingual material?
- What are their age levels?
- What are their subject needs and interests?
- Will the subjects of books purchased be of lasting interest?
- Will the books be read out too soon if only a small number can be purchased due to a limited budget?
- Will only certain material be purchased? (eg. children's/adult/reference material)
- Will a balanced collection be provided, taking into account the political and cultural concerns of all segments of the ethno- cultural community?
- How will the material be catalogued? (See Chapter IV)
- How will suppliers be chosen? (See Appendix A)

C. Material Selection

Whether borrowing or buying material, there may be a need to enlist the assistance of members of the community who are fluent in the language(s) required and who have a knowledge of the literature.

1. Material Borrowed from AC and M's Multilingual Biblioservice

a) Subject requests

This type of request requires no language expertise on the part of the requesting library. Books may be ordered by stating on the request form, in English, the language, the number of books, the subject and the approximate age or reading level wanted. For more information refer to the MBS Users Manual which is in each public library, and is also available on request from the Library Services Branch.

b) Author/Title requests

Titles may be selected from the appropriate MBS catalogues. This may be done by the librarian or by the patron. Directions for filling out the request form for author/title requests are given in the MBS Users Manual.

2. Material to Buy

If books are to be purchased, consideration should be given to the types to be purchased. The library policy might be to purchase:

- fiction
- non-fiction
- language-learning books
- reference material for in-library use
- children's picture books

The library policy might be to buy only non-book material, and to borrow all books from Library Services. Therefore purchases may be:

- languages-learning records and/or tapes
- books on tape
- sound recordings (music, etc.)
- newspapers
- periodicals
- video cassettes
- games

See Appendix A for more information on purchasing multilingual material.

Chapter IV

Cataloguing of Multilingual Material

Whether or not the library purchases material, there may be times when cataloguing is necessary, e.g. donated books. Cards would then be produced to place in the card catalogue, and in the shelf list, which is a file of cards for staff use only, filed in the order in which the books appear on the shelves. The shelf list is the only accurate record of holdings in the library, and is used for inventory purposes. Information such as the supplier, cost, and date of purchase may be included on these shelf list cards. However, this procedure may not be followed by all libraries. For instance, libraries belonging to library systems will follow procedures as outlined by the system. Also, some libraries use computers for recording library holdings, and do not have card catalogues or shelf lists. The following information might therefore have to be adapted to the circumstances of the individual library.

There are two types of books to deal with when cataloguing non-English material - books written in languages using the Roman alphabet, and books in non-Roman script. Libraries in systems should check with the system headquarters before proceeding, to determine what help is available to them.

A. Books in Languages Using the Roman Alphabet

As long as non-fiction material can be identified and categorized according to the Dewey Decimal System, or fiction material identified as such, and the author and title are correctly identified, books in languages using the Roman alphabet can be catalogued in the same way as English material, and cards typed for the shelf list. If a member of the ethno-cultural community is helping the librarian choose books for the collection, that person could help to catalogue the material by identifying the subject matter, the author's name, and the title of each book. The books can then be catalogued by conventional rules. These rules are explained in the "Guidebook to Cataloguing and Classification for Small Public Libraries" produced by the Library Services Branch in 1984.

If the author, title, and subject of a book cannot be identified, the book can be treated in the same way as a book with non-Roman script. (see below)

B. Books in Languages Using Non-Roman Script

Complicated rules for transliterating and cataloguing books with non-Roman script have been established by large libraries. However, small libraries may find these rules difficult to follow, and probably would not need to catalogue books in this way. An easier method would

be to assign to each book a call number which identifies the language of the book, its type (fiction, non-fiction) and a number (chosen by the librarian) to distinguish it from other similar books. For instance, the tenth Punjabi book acquired by the library, a book of fiction, could have the call number:

PUN
F
10

Sample designations by type:

Adult Fiction - F	Junior Fiction - J
Adult Non-fiction - NF	Junior Non-fiction - JNF
Children's Easy Book - E	

Sample call numbers:

UKR	CHI	CRE	VIE
NF	J	JNF	E
12	9	2	20

C. Non-Book Material

The method for cataloguing books with non-Roman script, described above, could be applied to the cataloguing of non-book material. This material could be given a call number which indicates the language, the type of material (sound recordings, games), and a unique number assigned by the librarian. For instance, the second sound recording in German could have the call number.

GER
SR
2

Sample designations by type of material:

Books on tape - TB
Sound recordings (music) - SR
Newspaper - NE
Periodical - PER
Video cassette - VC
Game - GA
Cassette - CAS

Sample call numbers:

FRE	UKR	CHI	SPA	HIN	VIE	URD
TB	SR	NE	PER	VC	GA	CAS
3	5	1	1	2	4	2

D. Record Keeping

Just as for all other material in the library, a record must be kept of all multilingual books and non-book material.

1. Books in Languages Using the Roman Alphabet.

For books in languages using the Roman alphabet, a set of cards could be typed. The set would include:

- Two main entry cards - one filed in the shelf list by call number, the other filed in the card catalogue by author, or by title if there is no author.
- One title card - filed in the card catalogue by title.
- Subject card - There should be at least one subject card which indicates the language of the book and is filed by subject in the card catalogue, e.g. Hungarian Literature.

HUN	Vajda, Albert
F	Tettes a mellényzsebben: válogatott mini-
10	krimik
	149

HUN	Vajda, Albert
F	Tettes a mellényzsebben
10	krimik
	149

HUNGARIAN LITERATURE	
HUN	Vajda, Albert
F	Tettes a mellényzsebben: válogatott mini-
10	krimik/ Vajda Albert, - Munchen: Herp, c1980
	149 p.
Short detective stories.	
1. Hungarian literature. I. Title.	

2. Books in Languages Using Non-Roman Script

For books with non-Roman script, the member of the community who helps select and catalogue the material could print the author's name, the call number, the title, and a short annotation in English, on cards which could then be filed in a separate section of the shelf list file and in the card catalogue. This could also be done for books in languages using the Roman alphabet. All cards for multilingual books could be filed by language in a separate section of the card catalogue.

3. Book Catalogues

An alternative to producing cards for all multilingual material would be to make photocopies of the cover or title page of each book and non-book item, to write the call number on each photocopy and then to keep the photocopies filed by call number in two book catalogues - one to be used as a shelf list record, kept in the staff area of the library, the other kept on or near the card catalogue for public use.

In order for the librarian to be able to identify the subject matter of books in the multilingual collection, short annotations in English could be added to the cards or photocopies, with the help of a member of the community. Subject headings in English could then be added to copies of the main entry cards, which could then be filed in the card catalogue by subject.

DUT	Essen, Bert van.	
NF	Begetarisch kookboek / Bert van Essen. -	
5		
	Twee	Begetarisch Kookboek
	van	Essen, Bert van
	13	Begetarisch kookboek / Bert van Essen. -
Summ	DUT	COOKERY, DUTCH
rec	NF	Essen, Bert van
guid	5	Begetarisch kookboek / Bert van Essen. -
		Tweede druk. - Bussum, Netherlands: C.A.J.
1. C	Summ	van Dishoeck, c1976.
	rec	130 p.
	guid	
	1.	Summary: Principles of vegetarianism, recipes and handy tips are presented in this guide with a unique Dutch flair.
		1. Cookery, Dutch. 1. Title.

Chapter V

Organization and Display

A. Books in Languages Other Than English

Multilingual material should be prominently displayed in the library. There should be a large sign, clearly seen from the entrance, indicating the location of the collection. The sign, which could stand on top of the shelves, be suspended from the ceiling or attached to the wall, should be in English and in the language(s) predominant in the collection. An enlargement of the word "Books" in the language(s) required, could be made from the posters supplied by AC and M's MBS.

Displays may be set up to attract attention to the multilingual collection, using items like dolls, travel and/or library posters, pictures, crafts, flags. (Caution: The use of flags or posters of the countries of the world could cause misunderstandings because of social and political implications.)

B. Books in English

Books in English dealing with multicultural topics should be integrated into the main collection. People who have come to Canada from other countries usually want and need information on Canada, on Alberta, and on their community. Cross-cultural material, or material in English about the historical, cultural, and social backgrounds of the ethno-cultural groups in the community - a comparison between different cultures - is also important as a means of fostering understanding between the ethno-cultural societies.

In areas where the size of the ethno-cultural community is large enough, handouts referring to these materials could be printed in the appropriate language(s) and made available at the circulation desk and in the section where the multilingual material is shelved. These handouts could direct the patrons to ask for assistance in locating the material wanted.

Chapter VI

Programming in Languages other than English

A. In the Library

If a staff member, or a volunteer, speaks a language other than English, (s)he could plan and carry out a variety of programs in that language, such as:

- story hours for children
- book talks for adults
- "coffee sessions" during which (s)he or another member of the community could speak on a variety of topics such as: crafts, an upcoming cultural event or classes to be offered in the community.

B. Outside the Library

Staff and/or volunteers could take part in:

1. Community events
 - a float in the parade
 - displays at festivals, fairs, markets, rodeos.
2. Library Initiated Programs
 - story hours in a community centre
 - heritage festival
 - book displays in churches, clubs, community centres during sports or crafts registration nights
 - visits to shut-ins in hospitals or nursing homes
 - visits to classes in schools
 - talks at society meetings (church women's groups, Rotary)

Chapter VII

Promoting the Service

A. Promotion

1. Publicity

The existence of the Multilingual collection must be publicized on a continuing basis, in as many ways as possible.

a. Newspapers

- news release or article in ethnic and/or English newspaper (see samples in Appendix C)
- coverage of a library event (Heritage Festival, etc.)

b. Radio

- public service announcement in English (see sample in Appendix C)
- spot on ethnic radio

c. Television

- spot on community television
- coverage of a library event

d. Word-of-mouth

This is one of the most effective means of promoting multilingual library service

- make phone calls to local cultural groups
- speak to individuals who come to the library
- visit schools and speak to classes and/or teachers
- contact ESL (English as a Second Language) teachers.
- contact teachers of Heritage languages, who teach classes after school hours or on weekends

A handbook called "Publicity Guide for Small Groups" which was prepared by Alberta Culture and Multiculturalism and distributed to all public libraries in Alberta, is a very good source of information when planning publicity for the library.

2. Handouts

Handouts could be made up in a language other than English, giving information regarding:

- community services
- library happening
- upcoming events

Leave brochures, bookmarks, and/or posters in places where people regularly gather, such as clubs, churches, restaurants, etc.

AC and M's MBS produces brochures and bookmarks for distribution to the public libraries of Alberta, which may be used as handouts. It also distributes on request, pamphlets which were produced by the National Library of Canada to advertise the existence of their Multilingual Biblioservice. These pamphlets are available in 26 of the languages which AC and M's MBS has in its collection.

3. Feedback From The Community

Give the people in the community a voice through:

- questionnaires to community groups or leaders
- suggestion box in the library

A sign beside the suggestion box could indicate which language(s) would be understood by the staff and/or volunteers.

B. Public Relations and Outreach

1. Public Relations

When designing library service, take into account that many ethno-cultural groups have no experience with libraries, and perhaps prefer unofficial channels to get information. Be aware, also, that library services have often been built up on assumptions - assumptions of what interests people, of what information is needed, of when it is convenient to use library services, of where it is most convenient to go for library services. The library may be situated in an area which has no relation to the everyday needs and living patterns of the people in some ethno-cultural groups. Some people may own or work in shops across town from the library, and would not normally see or think of the library. Posters, brochures or bookmarks could be left in these shops to bring the library's message to the people.

Within the library, an effort to make patrons feel comfortable is very important.

a. Atmosphere

Travel and library posters showing pictures of various places around the world, and containing a word or a message in the language(s) appropriate to the community, would give the

patron something with which to identify. Shelving the multilingual collection in a readily accessible area, with seating nearby, would invite the patron to browse, and to spend time in the library. Placing AC and M's MBS catalogues near the seating area, or on the shelves with the collection, would indicate to the patron that there is material available to them beyond what they see on the shelves.

b. Staff

Staff members should exhibit an interest in and/or a willingness to learn about the background and needs of the ethno-cultural groups in the community.

2. Outreach

Some new Canadians may have come from countries where there is no library tradition, and therefore they might not feel comfortable in the library. They might view it in the same light as other public offices - with misgiving, doubt and even suspicion. To reach these people, ways should be sought to go beyond the walls of the library, or to bring people into the library building for other than library-related reasons.

a. Outside the Library

Ways should be sought to either take material to people who do not or cannot visit the library, or to gather information about the ethno-cultural community which would help the library design appropriate services.

i) Books Outside the Library

Small collections of multilingual material could be taken to community centres for display during special events like club meetings or concerts. Volunteers could regularly take small collections to hospitals, senior citizens' residences and/or nursing homes, where books could be signed out to library members.

ii) Information Sources

Editors of newspapers, executive members of cultural clubs, "new Canadian/immigrant support groups", and church leaders would be sources for information regarding the community. If library personnel spoke to community

leaders, feelings of alienation because of lack of information about the wants and needs of the people could be identified, and ideas for reaching community members could be explored.

b. In the Library

Within the library, programs could be carried out that were not related to the circulation of non-English material. These programs could be a means of getting members of the ethno-cultural community into the library building. This introduction to the surroundings could lead to the use of library materials.

i) Library Programs

Offer programs for children for which parents must accompany the children. Films, crafts, story hours would be of interest to all members of the ethno-cultural community.

ii) Community Activity

If there is a suitable room or area available, offer the library as a place where ethno-cultural groups could hold meetings. Offer to display art work or crafts such as that done by adults or children during Saturday or Sunday classes in churches or community centres.

A Final Word

Now that you have immersed yourself in the world of multilingual library service, you probably have many ideas competing for prominence in your mind. If the whole concept seems overwhelming, do not be alarmed. Take whatever part of this handbook is most meaningful or useful to you, and begin to design the multilingual library service which would be best for your community.



KNIHY
Sách
Livros
Boeken
کتاب
Bøker
Baekur
पुस्तकें

Musinahikun
BIBLIA
Książki
КНИГИ
Libros
Livres
Libri
BOOKS
書

LLYFR
ਪੁਸਤਕਾਂ
Könyvek
Bücher
КНИЖКИ
Kirjoja
Böcker
کتابیں

Library Services
Multilingual Biblioservice

Alberta
CULTURE AND MULTICULTURALISM

Ask at your local library

Appendix A

Purchasing Multilingual Material

A. Sources

1. Book Stores (for personal shopping)

Advantages - Personal selection

Disadvantages - Very limited as to languages available.
- No selection lists.
- Purchases must be made by someone who can read the language.

2. Suppliers

Advantages - Book lists with English annotations may be available.
- Open orders can be placed describing the types of material wanted and the supplier does the selection.
- Only new material is sent (no duplication)
- Better selection, more variety.

Disadvantages - Time taken to fill orders.

3. Publishers

Advantages - Faster and cheaper for materials in German and Italian only.

Disadvantages - Other than the languages mentioned above, there could be problems with slowness of delivery (several months), damaged goods, and requirement for payment in advance.

B. Further Assistance

A list of suppliers and publishers is available at Alberta Culture and Multiculturalism, Library Services Branch. Write or phone to request this information stating the language(s) in which you are interested.

Alberta Culture and Multiculturalism
Library Services
16214 - 114 Avenue
Edmonton, Alberta
T5M 2Z5

Telephone: 427-2556

Appendix B

Books in the following languages may be borrowed from AC and M's Multilingual Biblioservice:

Arabic	Hindi	Punjabi
Chinese	Hungarian	Russian
Cree	Icelandic	Scottish Gaelic
Czech	Italian	Slovak
Dutch	Japanese	Spanish
Estonian	Lithuanian	Swedish
Finnish	Norwegian	Ukrainian
French	Ojibwa	Urdu
German	Polish	Vietnamese
Greek	Portuguese	Welsh
Gujarati		

Appendix C

The following news items may be translated for use in ethno-cultural newspapers or on radio.

SAMPLE PUBLIC SERVICE ANNOUNCEMENT

Italian pasta! Ukrainian cabbage rolls! Chinese almond chicken! Get them all at the Heritage Festival. The Anytown Library will have all this, plus displays of costumes and books, on Saturday, August 1 from 9:00 a.m. to 4:30 p.m. Don't miss the Anytown Irish Dancers and much more at the Anytown Library Heritage Festival, August 1, 9:00 a.m. to 4:30 p.m.

SAMPLE NEWS RELEASE

Anytown Municipal Library
5711 - 43 Avenue
Anytown, Alberta
T1B 1A1

Contact: Terry Librarian
234-1111

Release date: January 19, 1987

German Story Hour

The Anytown Library will be holding a series of story hours in German for preschoolers, beginning on Wednesday, February 4 at 2:30 p.m. and continuing weekly until March 25. Each session will consist of several short stories, with songs and crafts mixed in to make all little participants happy.

Register your child for the story hours by phoning 234-1111 or by visiting the library anytime between 10 a.m. and 4 p.m., Monday to Friday. The deadline for registration is February 2.

SAMPLE NEWS RELEASE

Anytown Municipal Library
5711 - 43 Avenue
Anytown, Alberta
T1B 1A1

Contact: Terry Librarian
234-1111

Release date: January 19, 1987

The Anytown Library is holding a Heritage Festival as part of Anytown's "Celebration in the Summer". The Heritage Festival will feature displays of food, costumes, and books from many parts of the world, and will be in the Anytown Library, 5711 - 43 Avenue, on Saturday, August 1 from 9:00 a.m. to 4:30 p.m.

The Anytown Irish Dancers will perform in the meeting room of the library during the Festival. Performances will be at 12:30 p.m. and 2:30 p.m.

SAMPLE PUBLIC SERVICE ANNOUNCEMENT

Did you know that books in many languages are available through the Anytown Public Library? Do you want to read a biography in German, a cookbook in Russian, or a story in Urdu? Books on many subjects are available for children and adults - and are available in French and thirty other languages! Visit the Anytown Public Library any day, Tuesday to Saturday between 10 a.m. and 6 p.m., or Thursday 7 p.m. to 9 p.m., and browse through the books on the shelves. If the language you want is not there, ask the librarian for details on how to order books to borrow.

For Further Reading

The following materials may be obtained through inter-library loan.

A. Periodical Articles

Bertelli, Lidio, "Migrants and Libraries: Breaking the Cultural Barrier," The Australian Library Journal, 25 (April, 1976), pp. 104-105.

Cuesta, Yolanda and Patricia Tarin, "Guidelines for Library Service to the Spanish-Speaking," Library Journal, 103:13 (July, 1978), pp. 1350-1355.

Norman, P.L. "Library Services For Immigrants," Library Association Record, 74 (October, 1972), p. 195.

Pisano, Vivian H. and Margaret Skidmore, "Community Survey - Why Not Take an Eclectic Approach?", Wilson Library Bulletin, (November, 1978), pp. 250-253.

Wertheimer, Leonard, ed., "Library Services to Ethnocultural Minorities," Library Trends, 29:2 (Fall, 1980)

Zielinska, Marie and Irena Bell, "Selection and Acquisition of Library Materials in Languages Other Than English: Some Guidelines for Public Libraries," Collection Building: Studies in the Development and Effective Use of Library Resources, 2:1 (1980), pp. 7-28.

B. Books

Celebration: A Planning Guide for Ethnic Heritage and Culture Weeks.
Board of Education of the City of New York, 1979.

A Guide for Developing Ethnic Library Services. California Ethnic Services Task Force. Alameda County Library, Alameda, California, 1979.

Lui, Grace. Promoting Library Awareness in Ethnic Communities: Based on the Experiences of the South Bay Cooperative Library System, 1984-1985. The South Bay Cooperative Library System, San Jose, California, 1985.

Wertheimer, Leonard. Books in Other Languages: 1979: A Guide to Selection Aids and Suppliers. Canadian Library Association and K.G. Saur Publishing, Inc., 1979.

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